**Direct Deposit Form**

Instructions:

1. Complete the Employee Information and Direct Deposit section.
2. Sign the bottom of this form

Retain a copy of this form for your records. .

**Employee Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security Number: \_\_ \_\_ \_\_ - \_\_ \_\_ - \_\_ \_\_ \_\_ \_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Direct Deposit**

I authorize my employer to deposit my wages/salary to the following bank account(s):

Bank Account #1

Checking Saving

Bank Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I wish to deposit (check one):

 Entire Net Pay

 \_\_\_\_\_ % of Net

 Specific Dollar Amount of $\_\_\_\_.00

Please attach one of the following:

 Voided Check\*

x

(Deposit slips are not accepted)

 Bank Letter or Specification Sheet\*

 \*See your local bank representative.

Bank Account #2

Checking Saving

Bank Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I wish to deposit (check one):

 Entire Net Pay

 \_\_\_\_\_ % of Net

 Specific Dollar Amount of $\_\_\_\_.00

Please attach one of the following:

 Voided Check\*

(Deposit slips are not accepted)

 Bank Letter or Specification Sheet\*

 \*See your local bank representative.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_ / \_\_ / \_\_

Return this form to Ford Douglas Service, Fax # 706-243-4942.